

# Compact Ratification Checklist for the State of

The Compact Ratification Checklist may be used by state representatives to assist in pre-planning and post-ratification efforts.

## Pre Ratification

### Completed

- ☐ Participate in the Compact Ratification Mentorship Program. Contact the FBI Compact Officer for additional information.
- ☐ Verify which authorized III Purpose Codes (\_\_\_C, \_\_\_F, \_\_\_D, \_\_\_I, \_\_\_J, \_\_\_S, \_\_\_X) your state criminal history system supports.
- ☐ Submit to the FBI Compact Officer a request for the Compact Ratification Outreach Team.
- ☐ Execute Memorandum of Understanding (MOU) between the state and the National Crime Prevention and Privacy Compact Council as a voluntary recognition or affirmation of the Compact Council's authority to promulgate rules, procedures, and standards for the noncriminal justice use of the Interstate Identification Index System. *(Optional)*
- ☐ Submit draft Compact legislation to the FBI Compact Officer for review and collaboration with the Office of the General Counsel Criminal Justice Information Law Unit.
  - *Compact language may be placed as a line item within another piece of state legislation or Compact language may be included in the legislation in its entirety.*
- ☐ Identify stakeholders (noncriminal justice governmental agencies) that would benefit from Compact ratification and garner support. Benefits include participation in setting policy related to the dissemination of CHRI for noncriminal justice purposes and enhancing nationwide public safety by directly providing state criminal history records on an interstate basis for noncriminal justice purposes. (For example: Department of Education, Department of Children and Families, Department of Health and Human Services)
- ☐ Identify key legislators.
- ☐ Prepare educational binder regarding Compact ratification which may be provided to key legislators. (Include the Council's Compact Ratification flyer)
- ☐ Educate key legislators during off session meetings.

## Compact Ratification

- ☐ Ratify the Compact by enacting state legislation.

## Post Ratification

- ☐ After Compact Ratification, appoint a State Compact Officer and provide the appointment letter to the FBI Compact Officer.
- ☐ Within twelve months of ratification, support all III Purpose Codes.
- ☐ Upon request from the Compact Team, annually provide your state's NFF Implementation Plan.
- ☐ Participate in the National Fingerprint File (no time requirement).
  - *Refer to the NFF Participation Matrix for additional information regarding implementation. Contact the FBI Compact Officer for details.*
  - *Contact your State Program Manager from the Department of Justice Bureau of Justice Statistics to discuss NFF funding opportunities.*

# Compact Ratification Checklist

## *for the State of*

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### Available Resources

- **The following resources are available in the Other References section on [www.fbi.gov/services/cjis/compact-council/other references](http://www.fbi.gov/services/cjis/compact-council/other-references):**
  - The Compact Act brochure*
  - The Compact Ratification flyer*
  - The Compact History brochure*
  - The Compact Council Handbook*
  - A map of the Compact States and Territories*
- **The National Crime Prevention and Privacy Compact Act (42 U.S.C. 14611-14615)**  
[www.fbi.gov/services/cjis/compact-council/the-compact-act](http://www.fbi.gov/services/cjis/compact-council/the-compact-act)
- **List of Compact Council Members**  
[www.fbi.gov/services/cjis/compact-council/compact-council-members](http://www.fbi.gov/services/cjis/compact-council/compact-council-members)
- **List of Additional State Compact Officers**  
[www.fbi.gov/services/cjis/compact-council/additional-state-compact-officers](http://www.fbi.gov/services/cjis/compact-council/additional-state-compact-officers)
- **List of Committee Members**  
[www.fbi.gov/services/cjis/compact-council/Committee-membership-list](http://www.fbi.gov/services/cjis/compact-council/Committee-membership-list)